

**MARRIAGE AND FAMILY THERAPISTS SECTION
MINUTES
January 30, 2006**

PRESENT: Bruce Kuehl, Abe Rabinowitz, Ann Marie Starr, and Linda Schwallie

EXCUSED: None

STAFF PRESENT: Jeff Scanlan, Director of Health Services; Jacquelynn Rothstein, Legal Counsel; Gina York, Bureau Assistant, Division of Enforcement staff and others during portions of the meeting

GUESTS: None

CALL TO ORDER

Linda Schwallie called the meeting to order at 9:04 a.m. There was a quorum of four members.

APPROVAL OF AGENDA

Additions to the Agenda:

- Open Session: Under Status of Rules and Update on LRB 2627/3 – Add SB-502 Discussion and Next Steps

MOTION: Ann Marie Starr moved, seconded by Bruce Kuehl, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF NOVEMBER 1, 2005

Amendments to the Minutes:

None.

MOTION: Bruce Kuehl moved, seconded by Abe Rabinowitz, to approve the November 1, 2005 minutes as written. Motion carried unanimously.

PUBLIC HEARING ON MPSW RULES 19.01 AND 19.02 RELATING TO CONTINUING EDUCATION CREDITS FOR MARRIAGE AND FAMILY THERAPISTS

A public hearing was held at 9:15 a.m. regarding MPSW rules 19.01 and 19.02 relating to continuing education credits for Marriage Family Therapists. There was no opposition at today's hearing. A copy of the public hearing tape was given to Pamela Haack, Office of Legal Counsel, immediately following the conclusion of hearing. The Section reviewed the clearinghouse report and their suggested changes to these rules. After some discussion and review by the following actions were taken by the Section.

MOTION: Ann Marie Starr moved, seconded by Abe Rabinowitz, to accept the clearinghouse report and the additional changes identified by the MFT Section at the 01-30-06 meeting. Motion carried unanimously.

MOTION: Abe Rabinowitz moved, seconded by Bruce Kuehl, to move the rules forward in the rulemaking process after the period for comments ends on February 10, 2006. Motion carried unanimously.

ELECTIONS

MOTION: Bruce Kuehl moved, seconded by Abe Rabinowitz, to nominate Ann Marie Starr for Chair. Ms. Starr declined the nomination. Motion failed.

MOTION: Abe Rabinowitz moved, seconded by Ann Marie Starr, to nominate Bruce Kuehl for Chair. Motion carried unanimously.

MOTION: Ann Marie Starr moved, seconded by Linda Schwallie, to nominate Abe Rabinowitz for Vice Chair. Motion carried unanimously.

MOTION: Abe Rabinowitz moved, seconded by Linda Schwallie, to nominate Ann Marie Starr for Secretary. Motion carried unanimously.

ELECTION RESULTS	
Board Chair	Bruce Kuehl
Board Vice Chair	Abe Rabinowitz
Board Secretary	Ann Marie Starr

COMMITTEE ASSIGNMENTS

None.

APPOINT SCREENING PANEL MEMBERS

Abe Rabinowitz and Ann Marie Starr were appointed to the MFT screening panel at today's meeting.

APPOINTMENT OF BOARD LIAISONS

AAMFT Report - This has been eliminated.

AMFTRB and CLEAR Report – This has been eliminated.

Coalition Report – Linda Schwallie

WAMFT Report – Bruce Kuehl

Education Consortium – Ann Marie Starr

Credentialing Liaison – Linda Schwallie

Continuing Education Liaison - Bruce Kuehl

Substance Abuse Liaison (AODA) – Ann Marie Starr

ADMINISTRATIVE REPORT

Jeff Scanlan, Director of Health Service Professions, provided a copy of the 2006 meeting dates to the Section for their notation and reference. Mr. Scanlan congratulated the new officers of the Section and obtained the required signatures for the Department. He will provide this information to Roxanne Peterson, Board Services, for proper processing for the Section.

ANNUAL POLICY REVIEW WITH BOARDS

Jeff Scanlan, Director of Health Service Professions, did an annual review of department policies with the MFT Section. They are as follows:

- 1) Agendas & Addendums Policy: This policy was reviewed with the Section and it was clarified with them that agenda items can be submitted up to three weeks before the upcoming scheduled meeting date. After that deadline an addendum would be required. An addendum is used only to post items that are of

an urgent nature and cannot wait until the next meeting. This should be a rare occurrence and the not the norm in preparing meeting agendas. Items that do not qualify as an urgent item will be considered for the next meeting agenda and will be part of that meeting's posting.

- 2) The Quorum Confirmation Policy: This policy was reviewed with the Section and it was clarified with them that if we do not hear from board members we would assume they will be attending the meeting. We will not be checking for a quorum each time. Only if we are contacted by two or more individuals indicating they will not be able to attend an upcoming scheduled meeting will we contact Section members to verify a quorum.
- 3) The Hotel Policy: This policy was reviewed with the Section regarding hotel room reservations for all meetings. The hotel policy is as follows:

DEPARTMENT POLICY

1. If the Board Member is not going to use the reserved hotel room, it is the **responsibility of the Board Member** to cancel the room by calling the hotel themselves. If the room is not cancelled, the Board Member would be responsible to pay the bill.
 2. If we cancel a meeting because of lack of quorum or no business, it should be our responsibility to cancel any room reservations.
- 4) Travel Rules and Policies: Annual meetings, intent to travel, In-State and Out-of-State travel were discussed and handouts were provided indicating the allowances for travel and limitations on in-state and out-of-state travel. The Section gets one annual meeting a year in which a designee can attend. Section approval is required to attend such annual meetings and the paperwork for the intent to travel would need to be submitted prior to attending.

PRESENTATION OF PROPOSED STIPULATIONS

None.

PRESENTATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED AFTER MAILING OF AGENDA

None.

SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

The Section reviewed the summary reports with Jacquelynn Rothstein, Legal Counsel, at today's meeting. Attorney Rothstein was available to the Section for questions and clarification as needed. The Section requested a status on the CE item listed on the report from 2003 and asked it be placed on the next MFT agenda for further discussion or possible action.

STATUS OF RULES AND STATUTES

STATUS AND UPDATE ON LRB 2627/3 AND SB-502 DISCUSSION AND NEXT STEPS

Jeff Scanlan, Director of Health Service Professions, received an update on the LRB 2627/3 which is now SB-502. and will come before the Senate Health Committee on February 8, 2006. The Section discussed representation at this hearing and took the following action.

MOTION: Linda Schwallie moved, seconded by Abe Rabinowitz, to designate all Section members as able to represent the MFT Section at the February 8, 2006 Senate Health Committee hearing and any other related hearings, including the Assembly Committee hearings. Motion carried unanimously.

DRL INTERPRETATION OF WISCONSIN ACT 25, ASSEMBLY BILL 100 (§ 2337AM) REGARDING EXCEPTIONS OF LCSWS UNDER § 440.75(3M) EXCEPTIONS

Jacquelynn Rothstein, Legal Counsel, discussed with the Section the interpretation of Act 25, AB-100, regarding the exceptions of LCSW's as indicated in Statutes 440.75. The Section re-emphasized the need for a collaborative effort by all sections of the MPSW Joint Board, as well as their professional associations, on all legislation or issues in order to maintain the parity among all Sections.

STATUS AND UPDATE ON REWRITE OF HFS 61 RULES FOR OUTPATIENT MENTAL HEALTH CLINICS

Jeff Scanlan, Director of Health Service Professions, shared with the Section that he provided in the agenda packet the latest draft of the HFS 61 rules for Outpatient Mental Health Clinics. The Section looked at the proposed language and definitions indicated in the draft before them and discussed possible suggestions for clarification to the language. The Section would like consistency with Chapter 457 regarding specific definitions for congruency such as: the definition of psychotherapy, definition of mental health practitioner versus mental health professional, a definition of what is acceptable supervision, who can supervise, number of hours under supervision, and what are the educational requirements for supervisors. The Section consulted with Jeff Scanlan and Jacquelynn Rothstein, Legal Counsel, and made specific

revisions to the language identified at today's meeting. A draft of these revision will be provided for introduction at the MPSW Joint Board meeting scheduled for January 31, 2006. A follow letter will be sent on behalf of the MFT Section sharing these specific revisions with the DHFS representatives rewriting the HFS 61 rule revisions.

SUBSTANCE ABUSE PROVIDERS (FORMERLY AODA) ADVISORY COMMITTEE UPDATE

Jeff Scanlan, Director of Health Service Professions, provided an update that most of the AODA Committee members have been chosen. There will be one individual appointed to represent the MPSW Joint Board on the Committee.

DISCUSSION REGARDING ISSUANCE OF SUBSTANCE ABUSE (AODA) SPECIALTY PURSUANT TO MPSW 1.09 CREDENTIALING OF SPECIALTY BY SECTION OR DELEGATE TO DRL

Jacquelynn Rothstein, Legal Counsel, discussed with the Section how they wish to handle the processing of AODA specialty applications and whether they would prefer to review and process these applications or authorize the Department to process them. The Section took the following action at today's meeting.

MOTION: Linda Schwallie moved, seconded by Abe Rabinowitz, to authorize DRL to process the Substance Abuse (AODA) applications and to designate Ann Marie Starr as the Substance Abuse (AODA) liaison. Motion carried unanimously.

APPLICATION FORMS FOR SUBSTANCE ABUSE SPECIALTY AUTHORIZATION

The Section reviewed the application forms for substance abuse specialty authorization at today's meeting. The Section would like to look at revising the forms to simplify the process and requested to delegate a Section member to work with Jacquelynn Rothstein, Legal Counsel, to streamline the forms.

MOTION: Linda Schwallie moved, seconded by Abe Rabinowitz, to authorize Ann Marie Starr to work with Jacquelynn Rothstein, Legal Counsel, to revise the Substance Abuse (AODA) specialty application forms. Motion carried unanimously.

DISCUSSION REGARDING PSYCHOMETRIC TESTING AND THE PSYCHOLOGY EXAMINING BOARD UPDATE

The Section discussed psychometric testing and Jeff Scanlan, Director of Health Service

Professions, provided an update from the Psychology Examining Board at today's meeting. The Section will postpone further discussion until after the MPSW Joint Board meeting as this topic is on their meeting agenda scheduled for January 31, 2006.

DISCUSSION AND REVIEW OF GRADUATE DIVINITY DEGREES ANN MARIE STARR

The Section discussed and reviewed graduate divinity degrees at today's meeting. Barbara Showers, Office of Education and Examinations, attended this portion of the meeting. There was a brief discussion regarding how the Section wishes to handle individuals who have acquired graduate divinity degrees, meet COAMFTE requirements, and clarify when they could start their accumulation of hours to qualify for licensure. This should be covered under the new language in SB-502, which is currently pending before the legislature.

GENERAL POLICY ON CE EXTENSION/WAIVER REQUESTS AT RENEWAL

Barbara Showers, Office of Education and Examinations, shared a solution of how to handle renewal of individuals who will not meet their CE requirements by the renewal date. The Section discussed what their general policy should be regarding continuing education requirements and the handling of waiver requests. After a lengthy discussion, the Section took the following action.

MOTION: Linda Schwallie moved, seconded by Abe Rabinowitz, that the Department is provided with a timely and sufficient notification that hardship has precluded completion of CE requirements, the licensee be able to practice until the Section reviews the licensee's request at the next meeting. Motion carried unanimously.

ANNUAL REVIEW OF MFT APPLICATION FORMS

The Section did their annual review of the MFT application forms to ensure the information is current and if any revisions were required. At this time, the Section will postpone their review until after the new legislation has passed.

AAMFT REPORT BY LINDA SCHWALLIE

Linda Schwallie, shared that there was nothing to report at this time.

AMFTRB AND CLEAR REPORT BY ANN MARIE STARR

Ann Marie, shared that there was nothing to report at this time.

COALITION REPORT BY ANN MARIE STARR

Noted.

WAMFT REPORT BY BRUCE KUEHL

Bruce Kuehl shared that there is nothing significant to report at this time. Ann Marie Starr shared that she attended the WAMFT Retreat and provided relevant information from questions and concerns expressed by students or individuals who want to know resources available to them as providing guidance for licensure. The Section suggested that after reviewing the code book and maybe WAMFT could list specific questions that are being submitted over the next several months so the Section could review them and look to add them to the Section's FAQ's.

EDUCATION CONSORTIUM BY ANN MARIE STARR

Ann Marie Starr reported that the education consortium is looking at beginning a new mentoring program and WAMFT will run it. Ms. Starr will keep the Section abreast of any updates on this issue.

CORRESPONDENCE AND INQUIRIES RECEIVED BY LEGAL COUNSEL

There were no correspondence or inquiries presented by Jacquelynn Rothstein, Legal Counsel, at today's meeting.

INFORMATIONAL ITEMS

None.

CONSULTING WITH LEGAL COUNSEL

The Section consulted with Jacquelynn Rothstein, Legal Counsel, throughout today's meeting as needed.

VISITOR COMMENTS

None.

CONVENE TO CLOSED SESSION

MOTION: Ann Marie Starr moved, seconded by Abe Rabinowitz, to adjourn to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) for the purpose of conducting appearances, reviewing monitoring requests, requests for licensure, deliberate on stipulations, administrative warnings, proposed decisions and orders, consulting with Legal Counsel and Division of Enforcement case status reports. Motion carried by roll

call vote: Ann Marie Starr-yes, Bruce Kuehl-yes; Abe Rabinowitz-yes;
Linda Schwallie-yes.

Open Session recessed at 5:04 p.m.

RECONVENE INTO OPEN SESSION

MOTION: Linda Schwallie moved, seconded by Abe Rabinowitz, to reconvene into open session at 5:31 p.m. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MONITORING

None.

**DELIBERATION OF PROPOSED MONITORING THAT MAY BE SIGNED
AFTER MAILING OF AGENDA**

None.

REQUEST FOR SUPERVISORY APPROVAL

None.

**REQUESTS FOR SUPERVISORY APPROVAL RECEIVED AFTER THE
MAILING OF THE AGENDA**

None.

**DELIBERATION OF PROPOSED STIPULATIONS THAT MAY BE SIGNED
AFTER MAILING OF AGENDA**

None.

**DELIBERATION OF ADMINISTRATIVE WARNINGS THAT MAY BE ISSUED
AFTER MAILING OF AGENDA**

None.

**DELIBERATION OF PROPOSED FINAL DECISIONS AND ORDERS THAT MAY BE
RECEIVED AFTER MAILING OF THE AGENDA**

None.

**DELIBERATION OF PETITIONS FOR REHEARINGS RECEIVED AFTER THE
MAILING OF THE AGENDA**

None.

DIVISION OF ENFORCEMENT CASE STATUS

None.

APPLICATION REVIEWS

The MFT Section reviewed one application file at today's meeting and took the following action.

MOTION: Abe Rabinowitz moved, seconded by Ann Marie Starr, to approve those approved, deny those denied, and to request more information where indicated. Motion carried unanimously.

OTHER SECTION BUSINESS

None.

ADJOURNMENT

MOTION: Linda Schwallie moved, seconded by Ann Marie Starr, to adjourn the meeting at 5:34 p.m. Motion carried unanimously.